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*A.D. McIntire*

7 September 1954

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT : Item for Director's Log

It is suggested that the following be included in the Director's Log for today's activities:

1. Under provisions of the Act of August 17, 1954, the Civil Service Commission is authorized to make available group life, accidental death, and dismemberment insurance to civilian officers and employees of the government. The amount of insurance is based upon the annual salary of each individual with the life insurance at the next even thousand above the annual salary of the individual. Employees are required to pay \$.25 per pay period per thousand for the insurance while the Agency may be required to pay not to exceed one half the amount withheld from employees as determined by the Civil Service Commission. The Civil Service Commission has determined that the maximum amount provided by law is to be contributed by the Agency.

2. Employees have the option to waive the insurance if they so desire. It is not known how many employees will take advantage of the insurance.

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The Act provides that the government's contribution is to be paid from the appropriation used for the payment of salaries. The Bureau of the Budget has informally stated that all agencies are expected to absorb this cost.

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E. R. SAUNDERS  
Comptroller

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